

MINUTES  
Regular Meeting  
Park and Recreation Commission  
May 4, 2021

PRESENT: Chairman J. Schettino, Commissioners R. Stopkoski, M. Sutyla, J. Mendez, C. Passante, R. Karcich, G. Maher

Also present: Director R. Potter

The meeting was called to order at 7:01 p.m.

Approval of Minutes:

- A motion was made by R. Stopkoski, seconded by G. Maher to approve the April 13, 2021 special meeting minutes as submitted. The motion carried with a vote of 6 in favor and 1 abstention (M. Sutyla).

Old Business:

Beach Concession Contract with Hog Wild:

- The contract was revised to reflect a monthly fee of \$300 to be paid to the town by Hog Wild
- The commissioners reviewed the contract with all revisions
- This revised contract will go before the Town Council for their approval on May 5, 2021
- A motion was made by M. Sutyla, seconded by R. Karcich to approve the recommended \$300/monthly fee and the contract as revised. The motion carried unanimously.

Peters Pavilion Project – status update and review (including pump house repairs/replacement plans):

- The pavilion will be stained this year with a clear stain
- Discussed the roof rake edging that was not installed on the pavilion roof
  - Need to determine if it was included in the shipment as indicated on the packing list
  - As a safety precaution it will then need to be installed
- R. Potter will be meeting with the Rotary Club to discuss a monetary donation to the pavilion project
- A full financial summary of the pavilion project will be reviewed at the next meeting

Field Six Project – status update and review:

- Waiting for a price quote for the upgrade to the lights
- To date \$7,600 has been approved and encumbered for the light upgrade
- An analysis of the depth of the grass roots will be done prior to opening the field
  - It will either be ready for use this fall or next spring

Report from Sub-committee – Obtain policies from other towns to review charges imposed:

- Reviewed information obtained from ten towns
  - Most have minimum resident quotas when using a field
  - Insurance is required by all towns
  - A permit of use is required by all towns
- The committee discussed the following information regarding the obtained information:
  - The fee to charge for field use
  - How to enforce permits
- A policy, that is enforceable, that the Park and Recreation Commission stands behind will be written by the Sub-committee
  - Presently the Sub-committee consists of C. Passante and G. Maher
  - A motion was made by R. Stopkoski, seconded by J. Mendez to add R. Karcich to the Sub-committee. The motion carried unanimously.

New Business:

Beach Pavilion Rental:

- Discussed changing the use of the beach pavilion from “First Come First Serve” to reserving and charging for the use of the beach pavilion
  - Discussed the pros and cons with the pandemic guidelines
  - R. Potter suggested maintaining the “First Come First Serve” through Memorial Day
  - The beach officially opens June 1<sup>st</sup> and the beach staff will be in place then
  - A motion was made by M. Sutyla, seconded by R. Stopkoski to accept R. Potter’s recommendation of waiting until June 1<sup>st</sup> to make a change to the beach pavilion use and to keep it as “First Come First Serve” and consider a change if the guidelines are lifted. The motion carried unanimously.

Summer Entertainment:

- Some summer entertainment ideas presented by R. Potter are as follows:
  - Family Day will **not** be held
  - Consider drive-in movies at the beach
  - Consider demonstrations/show by BMX or skateboarders

Director’s Report:

- The Chamber of Commerce will be holding the fireworks the last weekend in August
- The Soccer Tournament is scheduled for May 22 and May 23
  - They will only be using Peters which includes the football field
  - Food Trucks will be used instead of the concession stand
- The Park and Recreation Department is transitioning to “Rec Desk” software and platform
  - Discussed the various updated features and functions provided by “Rec Desk”
- The new part time clerk (Sally O’Brien) is working out very well
- Beach passes will be available the first week of June

The meeting was adjourned at 8:26 p.m.

Respectfully submitted,

Wendy McDermott  
Clerk